

# Horton Parish Council

A MEETING of the COUNCIL of the Parish of Horton on

**Tuesday 15<sup>th</sup> January 2019**

## Minutes

<b>#01</b>		<b>Present, and apologies and declaration of interest</b>	
		<p><b>Present:</b> Cllrs Cole, Crame, Bovingdon, Patel, McAuley and Rayner and Clerk (Benta Hickley) and RFO (Brian Hickley)</p> <p><b>Apologies:</b> Cllr Sinclair Hill</p> <p><b>Members of the public:</b> Mr David Cannon and Mr Steven Boschen</p> <p><b>Questions from the public if appropriate:</b> None</p> <p>The Councillors congratulated Cllr Patel on his recent engagement</p>	
<b>#02</b>		<b>Statutory items:</b>	
	A	<b>Recording Requests received:</b> none, so recording was not permitted	
	B	<b>Minutes of previous meeting for approval:</b> Proposed Cllr Crame, seconded Cllr Bovingdon, Minutes were signed by the Chair as a true record	
<b>#03</b>		<b>Matters arising from previous meetings of the Parish Council (unless due to be covered later):</b>	
	A	<p>Parking outside Champney Playing Fields (inc adopted highways): PCSO and Community Warden confirm that this is RBWM land and are arranging for the unowned (untaxed, unMOTed) van to be removed.</p> <p>Cllr Cole suggested that a gravel bed could be used to reduce parking outside Champney field, but the proposed works have already been approved and forwarded to the grounds maintenance team, so this plan remains (see minutes of meeting 16/10/18 item #03/B. Cllr Patel suggested signed reading "No parking on mown grass" - idea to be kept in case of future need</p> <p>Cllr Crame raised the issue of parking on the pavement outside St Michael's church. Clerk to bring this concern to the PCC's notice</p>	
	B	<b>Any other matters arising from the previous minutes:</b> The Clerk accepted that Cllr Cole had sent his apologies for the November meeting.	
<b>#04</b>		<b>Planning applications and Highways:</b>	
	A	<b>Planning Enforcement Complaints:</b>	
		i	<p><b>The Hermitage:</b> sent to Planning enforcement 16/7/18 (<i>chased Oct &amp; Nov &amp; Dec</i>)- Clerk to continue to chase</p>
		ii	<p><b>18/02435 Whites Manor aka Land adjacent to Stone Frigate:</b> garage conversion: Enforcement have not responded to request for info as to whether the property has kitchen / bathroom facilities but do not seem concerned. Application for conversion has been received by RBWM (see 4Bii)</p>
		iii	<p><b>8 Coppermill Road:</b> update Application 15/03706/FULL granted permission</p>
	B	<b>Planning Applications received:</b>	
		i	<p><b>18/03378 - Trevescan:</b> single storey rear extn (max 8m x 3.188m)</p>
		ii	<p><b>18/03452 - Land adjacent to Stone Frigate aka White's manor:</b> change of use from garage to home office (see 4Aii)</p>
	C	<b>Other Planning issues, decisions and appeals</b>	
		i	<p><b>18/02613 - 183 Coppermill:</b> decision - granted</p>
		ii	<p><b>18/02778 - 163 Coppermill:</b> decision - granted</p>
		iii	<p><b>18/03011 - Trevescan:</b> Withdrawn</p>

			<b>18/03378 - Trevescon - General Permitted Development</b>	
		<b>iv</b>	<b>18/03361 – Westerley: Discharge of condition</b>	
		<b>v</b>	<b>17/03850 - Jayflex Mineral Extraction:</b> Decision - granted subject to 42 conditions. The Parish Councillors asked the clerk to write to Jayflex asking them to confirm that vehicles will not leave the site through Horton Village. Cllr Rayner advises that he has been told (is awaiting confirmation) that policing the 7.5T restriction is a Trading Standards issue not a police matter.	<b>BH</b>
		<b>vi</b>	<b>18/03010 - 195 Coppermill:</b> Decision - consent refused	
		<b>vii</b>	<b>22 (?) Milton Close - Fencing.</b> RBWM Planning advises that this is not a planning issue unless they exceed 1.6m. Cllr Cole believes there is a covenant insisting that all fronts are left open plan. He will send this to the Clerk for her to take further.	<b>NC</b>
<b>#05</b>	<b>Chairman's Communications / RBWM Communications:</b>			
	<b>A</b>	<b>Any communications received after the agenda has been published:</b> The Chair will inform the Councillors but no discussion or vote will take place until the next meeting		
<b>#06</b>	<b>To receive reports from Borough Councillors, Parish Councillors or Clerk (including):</b>			
	<b>A</b>	<b>Clerk's report (Misc items)</b> Bolded/highlighted items were discussed and if applicable discussion notes have been added		
	<b>C</b>	<b>C of C and D of I forms please</b>	<b>DPI: Mark, Colin, Jillian</b> <b>CoC: Eileen and Mark</b>	
	<b>C</b>	Christmas tree event	The Mayor and his wife have been thanked for attending the Christmas tree & carols evening	
	<b>E</b>	Electoral Register	Clerk is due to receive an up to date copy (Friday 1 <sup>st</sup> Feb). This cannot be shared with Councillors but she can signpost if any councillors require a copy	
	<b>H</b>	HPC Website	Report available from Clerk	
	<b>Q</b>	Queen Mother Reservoir (shrubs and trees)	Thames Water: Trees and shrubs along east boundary have been cut back. Clerk has requested they look at southern boundary opposite Horton Gardens	
	<b>R</b>	RBWM highways reporting	Complaint re mud on road and issues with reporting line. Clerk & Highways staff have worked together to make the reporting site easier to navigate	
	<b>B</b>	<b>Neighbourhood Plan and Borough Plan &amp; Mineral Plan:</b> updates from Cllr Crame- <b>MINERAL PLAN:</b> Cllr Crame met Borough Officer and visited all proposed sites. Explained that HPC does not want any additional HGV traffic (would like less) and would like to see all HGVs using Poyle Road. Unfortunately Slough BC have not yet approved the new road so the Summerleaze application cannot yet be approved. <b>NEIGHBOURHOOD PLAN:</b> Horton & Wraysbury have added sections regarding HGV concerns and safeguarding the character of the village. It is not yet ready to submit but will be soon. When it is either it or a link will be added to the HPC website. <b>BOROUGH PLAN:</b> The Inspector has raised a number of issued (Green Belt, social housing, flooding) and there is no certainty it will be approved. Planning will have a different future depending on whether the NP or BP is approved first.		
	<b>C</b>	<b>Pickins Piece:</b> Cllr Rayner chasing emails		
	<b>D</b>	<b>NAG Report:</b> Cllr Crame advises crime levels are looking low - is this a true reflection or do people not report crime as the 101 number is often not answered within a reasonable time, and the web reporting facility is long winded. Please encourage residents to always report crime		
	<b>E</b>	<b>Phone Box &amp; Defibrillator:</b> (see September minutes #06D) Cllr Cole advised he is reluctant to accept donations from the mineral extraction (and associated) operations		

		in case this is seen as a bribe or reward. Cllrs decided unanimously (proposed Cllr Cole, seconded Cllrs McAuley and Patel) not to accept the monies offered for the phone box to house the Defibrillator, but to accept smaller donations from these companies and family groups towards a Defibrillator to be mounted in a safe wall cabinet on the outside front wall of Champney Hall. Clerk to find cost of purchase, installation and running costs so donors can be approached	<del>BH</del>
	F	<b>Website review:</b> There were no Cllr volunteers to take on this task	BH
	G	<b>Ward Councillors' report:</b> Cllr Rayner reported that there will soon be a RBWM budget meeting where Ward Cllrs will hear whether their capital bids have been successful. He has approached Cappagh regarding the mud on the road outside their site. He has asked the Lead Member how often parking wardens have been in Horton or Wraysbury in the last year but is yet to receive a reply. The H & W bus to Slough has an average of one passenger per journey. It will continue for 6 months or so but on current usage we cannot expect LHR to continue to fund it. The 305 bus is more popular and hopefully the RBWM and LHR subsidies will continue. There have been a number of complaints that if the bus is empty by the time it is due to turn left into Horton (on Coppermill Road) it instead turns right and misses anyone waiting in Horton. If this happens people should be encouraged to complain to Clerk or Cllr Rayner who will advise Darren Gotch. The Uber Bus that was suggested several months ago as a replacement has not been put in place. Cllr Rayner has put forward a number of local roads to be repaired but nothing seems to have been done. Village street lamps have not been changed ( <i>as requested in our email 23/10/18</i> ) Clerk to chase. He (and other Cllrs) have received complaints about Cappagh noise, and lorries await access to the site being on the road at 6:30am. Clerk has asked for photographs to be forwarded so this can be taken up. We appear to have the least issue with crime but is this due to issues not being reported (see minutes #06D above). Our PCSO is often now in Windsor for the changing of the guard.	<del>BH</del> ALL
	H	<b>BALC / HALC / NALC updates:</b> Clerk has not been receiving these. <i>However one has since arrived. This has been saved in a dated file in the <a href="#">HPC Google Drive</a></i>	
	I	<b>Flood Warden's report:</b> Mr Parker reported in November that routine maintenance and clearing of fallen trees is being carried out by the Environment Agency with a clear channel planned to ensure flow and conveyance, and with a plan to remove vegetation build up that had accumulated in the gabion basket weirs, as well as hopefully pugging trees downstream of the bridge. On 15th January he advised that the EA were now clearing the river from Coppermill Road bridge to the railway bridge and he was hoping they would continue to Old Mill Pond.	
	J	<b>Municipal (additional) Grave Yard update</b> There has been no update regarding the municipal graveyard. Cllr Rayner to chase	CR
	K	<b>CCTV: Police Property Act Fund application:</b> Clerk has applied for £7575 towards £17575 cost of installing RBWM CCTV	
	L	<b>Parish Elections:</b> prospective candidates at the Parish Elections are strongly encouraged to register their details with the Elections Office at the Town hall from 1 <sup>st</sup> February. If the number of potential candidates exceeds the number of seats (9) we will need to hold an election. Cllrs asked about the cost of this: <i>The information sheet from RBWM has been saved in the <a href="#">January 2019 drive</a></i> . Cllrs asked when they have to complete nomination papers: The PowerPoint has been saved in the <a href="#">January 2019 drive</a> . Nominations can be made from 22 <sup>nd</sup> March to 3 <sup>rd</sup> April (4pm) although prospective candidates should contact Electoral Service beforehand for an informal	

		check. Training for prospective candidates (including existing Cllrs) is available on 27 <sup>th</sup> February. Further information is available from <a href="mailto:Suzanne.Martin@RBWM.gov.uk">Suzanne.Martin@RBWM.gov.uk</a> , 01628 682935																																																					
M		<b>Strimming St Michael's churchyard:</b> HMRC have confirmed that if HPC is being invoiced HPC can claim the tax.																																																					
N		<b>Number 10 Bus &amp; 305 Bus:</b> (See #07G, Ward Councillor's report)																																																					
O		Blank																																																					
P		<b>Traveller Local Plan &amp; Parish Community working group:</b> Report from Cllr Crame. Cllr Crame from Horton PC, Cllr Stickland (Chair of Datchet PC) and PCSO Les Bradfield have formed a working group with senior family members of the GRT community in the area to listen to their aims for the area. The consensus from the GRT Community is that they do not want itinerant sites in the 3 villages. Their ancestors were invited here after WW1 To help with the farms, and they are an established part of the local community. The PC members of the working group will review the Traveller Local Plan documents on behalf of Horton Parish Council (Datchet may make separate arrangements) Cllr Crame to report back to PC	JC																																																				
Q		<b>Flytipping:</b> Clerk received a letter from a resident regarding fly tipping along Stanwell Road, asking if this was a parish or borough issue. Clerk replied and has contacted Poyle with Colnbrook PC to ask for details to report issues to Slough but has not received a reply. Clerk to chase. Clerk has asked RBWM about the portable fly tipping CCTV but has not yet received a reply. Clerk to chase	BH BH																																																				
R		<b>Any communications received after the agenda has been published:</b> Kingsmead Site: Cllrs had heard complaints about the mud on the road, and that the lorry wheel bath is more of a puddle they drive through than an actual wheel wash. Cllr Rayner has been in touch with Cappagh. He will let the Clerk know if she needs to take any action	CR																																																				
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A		<b>Any communications received after the agenda has been published:</b> The clerk will inform the Councillors but no discussion or vote will take place until the next meeting																																																					
<b>#08</b>		<b>Financial</b>																																																					
A		<b>Payment of invoices:</b> to receive for approval a list of invoices received																																																					
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B		<b>Review of Staff remuneration:</b> Clerk advised that she and RFO had included this following the Internal Auditor's advice but they did not think it was necessary to discuss it this year. Cllrs overruled Clerk and RFO, and unanimously (proposed Cllr Rayner, seconded Cllr Crame) voted to award 5% pay increase from the new tax year.	BH																																																				

	C	<b>Query regarding VAT claims:</b> See #06M	
	D	<b>Any receipts:</b> to advise the Councillors of any receipts over and above the precept and the compensating grant: None	
	E	<b>2019/2020 Budget for Approval:</b> RFO presented the proposed budget for 2019/2020. Questions were asked about the reduction in admin costs (a printer was purchased during this year), HPSS (servicing, not carried out this year), and insurance (prices have been fixed for three years, and may now increase). There is a significant balance but this is for the proposed meeting room, disabled toilets and other improvements. Cllr McAuley asked if he could quote for the proposed meeting room and improvement works. This was agreed but he will not be part of the discussions. Clerk to advise architect. The proposed precept is an increase of £1.50 from £53.09 to £54.59. Proposed Cllr Crame, seconded Cllr Rayner	BH
	F	<b>Appointment of Internal auditors for 2019/2020:</b> Proposed Cllr Rayner, seconded Cllr McAuley. Clerk to advise auditors	
	G	<b>Any other Finance items received after the agenda has been published:</b> The clerk will inform the Councillors but no discussion or vote will take place until the next meeting	
#09		<b>Questions from the public:</b> none	
#10		<b>Dates of future meetings:</b> 2018 & 2019, Third Tuesday of each month ( <i>other than * as agreed 20/11/18 Item #06 Am</i> )	
		Tuesday 19 <sup>th</sup> February 2019	
		Tuesday 19 <sup>th</sup> March 2019	
		Tuesday 16 <sup>th</sup> April 2019	
		<b>Tuesday 30<sup>th</sup> April 2019: Annual Parish Meeting*</b>	
		<b>Tuesday 14<sup>th</sup> May 2019 Annual Meeting of Parish Council*</b>	
		<del>Tuesday 21<sup>st</sup> May 2019</del> This meeting cancelled and replaced by 14 <sup>th</sup> May due to election rules	
		Tuesday 18 <sup>th</sup> June 2019	
		Tuesday 16 <sup>th</sup> July 2019	
		Tuesday 20 <sup>st</sup> August 2019 (only if required for planning purposes)	
		Tuesday 17 <sup>th</sup> September 2019	
		Tuesday 15 <sup>th</sup> October 2019	
		Tuesday 19 <sup>th</sup> November 2019	
		Tuesday 17 <sup>th</sup> December 2019 (only if required for planning purposes)	

END OF MINUTES

The meeting finished at 9:01pm

All votes were unanimous unless specified.

\*\* Draft Minutes – not for distribution outside Horton Parish Council until signed by the Chair \*\*

Minutes prepared by Clerk to the Council.  
Mrs Benta Hickley, 4B Bells Lane, Horton, SL3 9PW  
Note: Personal callers by appointment only.  
Email Clerk@HortonParishCouncil.Gov.uk.  
Parish Phone 07957 588 277

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